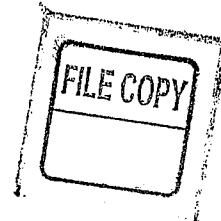




FAIR WORK  
AUSTRALIA

30 April 2010

Mr Peter Simpson  
Secretary, Queensland Electrical Divisional Branch  
CEPU  
PO Box 3520  
SOUTH BRISBANE QLD 4101



Dear Mr Simpson

**Re: Lodgment of Financial Accounts and Statements – Queensland Electrical Divisional Branch –  
for year ending 31 December 2009 (FR2009/10223)**

Thank you for lodging the above financial statements and accounts, which were received by Fair Work Australia on 27 April 2010. The documents have been filed, but I take this opportunity to draw your attention to the following.

***No of employees***

The Operating Report did not include the number of persons who were, at the end of the financial year, employees of the reporting unit, measured on a full-time equivalent basis, as required by regulation 159 of the Fair Work (Registered Organisations) Regulations 2009. This should be included in future reports.

***Donations***

If the total amount disclosed on page 37 of \$19,018 included any individual donation exceeding \$1,000, a separate statement showing the particulars prescribed by s237 of the Fair Work (Registered Organisations) Act 2009 should be lodged if one has not been lodged already.

Yours sincerely,

Stephen Kellett

Statutory Services Branch



COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION,  
POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA  
ELECTRICAL DIVISION QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH

ELECTRICAL TRADES UNION OF EMPLOYEES QUEENSLAND BRANCH

REGISTERED OFFICE:  
41 Peel Street  
SOUTH BRISBANE QLD 4101

POSTAL ADDRESS:  
PO Box 3520  
SOUTH BRISBANE QLD 4101

Telephone: (07) 3846 2477  
Facsimile: (07) 3844 9851

**GLADSTONE**  
26 Beckinsale Street  
PO Box 848  
Gladstone 4680  
Ph: (07) 4972 6676  
Fax: (07) 4972 5721

Ref: PJS/ELC

FAIR WORK AUSTRALIA  
GPO Box 373  
BRISBANE QLD 4001



**MACKAY**  
41 Brisbane Street  
PO Box 1854  
Mackay 4740  
Ph: (07) 4953 4799  
Fax: (07) 4953 4899

Thursday, 22<sup>nd</sup> April, 2010

Dear Sir/Madam

**RE: 2009 FINANCIAL RETURNS**



**TOWNSVILLE**  
15 Palmer Street  
PO Box 5800  
Townsville 4810  
Ph: (07) 4772 3122  
Fax: (07) 4721 1117

The documents lodged herewith are an original copy of this organisations audited Financial Statements for the year ending 31<sup>st</sup> December 2009. These were tabled at our Annual General Meeting on 22<sup>nd</sup> April 2010 (second meeting) and they include the Certificate by Auditor, the Committee of Management Certificate and the Accounting Officer's Certificate, which were in accordance with a resolution, passed by the Committee at our meeting on 22<sup>nd</sup> March 2010 (first meeting).

All members have access to these full documents via our website. An advertisement alerting members to this was published in the Courier Mail and our summer 2010: Electrical Worker Journal.

Yours faithfully

  
Peter Simpson  
Divisional Branch Secretary

Encl.

**CAIRNS**  
25/25 Grafton Street  
PO Box 5222  
Cairns 4870  
Ph: (07) 4051 3472  
Fax: (07) 4051 3502

**NORTHERN TERRITORY**  
First Floor,  
8 Woods Street  
PO Box 4053  
Darwin 0801  
Ph: (08) 8941 2300  
Fax: (08) 8981 1770

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC,  
ENERGY, INFORMATION, POSTAL, PLUMBING AND  
ALLIED SERVICES UNION OF AUSTRALIA  
ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY  
DIVISIONAL BRANCH**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2009**

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**FINANCIAL STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**CONTENTS**

	<b>Page No</b>
<b>General Fund</b>	
Independent Audit Report.....	1
Committee of Management's Operating Report.....	3
Committee of Management Statement.....	6
Auditor's Independence Declaration .....	7
Statement of Comprehensive Income.....	8
Statement of Financial Position.....	9
Statement of Changes in Equity.....	10
Statement of Cash Flows .....	11
Notes to the Financial Statements .....	12
Objects of the Union .....	34
Membership - Certificate by Auditor.....	35
Audit Report – Additional Information.....	36
Additional Information.....	37

**INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF  
THE COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA, QUEENSLAND AND NORTHERN  
TERRITORY DIVISIONAL BRANCH**

**Report on the Financial Statements**

We have audited the accompanying financial statements of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Queensland and Northern Territory Divisional Branch (the Union), which comprises the statement of financial position as at 31 December 2009 and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year ended on that date, a summary of significant accounting policies and other explanatory notes and the Committee of Management's declaration.

*Committee of Management's Responsibility for the Financial Statements*

The Committee of Management of the Union is responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the *Fair Work (Registered Organisations) Act 2009*. This responsibility includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances. In Note 1, the Committee of Management also state, in accordance with Accounting Standard AASB 101: Presentation of Financial Statements, that compliance with the Australian equivalents to International Financial Reporting Standards (IFRS) ensures that the financial statements, comprising the financial statements and notes, complies with IFRS.

*Auditor's Responsibility*

Our responsibility is to express an opinion on the financial statements based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Committee of Management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

*Matters Relating to the Electronic Presentation of the Audited Financial Statements*

This audit report relates to the financial statements of the Union for the year ended 31 December 2009 included on the Union's website. The Union's Committee of Management is responsible for the integrity of the Union's website. We have not been engaged to report on the integrity of this website. The audit report refers only to the statements named above. It does not provide an opinion on any other information which may have been hyperlinked to / from these statements. If users of this report are concerned with the inherent risks arising from electronic date communications they are advised to refer to the hard copy of the audited financial statements to confirm the information included in the audited statements presented on this website.


*Independence*

In conducting our audit, we followed applicable independence requirements of Australian Professional Ethical Pronouncements.

*Auditor's Opinion*

In our opinion:

- (1) The financial statements of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Queensland and Northern Territory Divisional Branch are in accordance with the *Fair Work (Registered Organisations) Act 2009*, including:
  - (i) giving a true and fair view of the Union's financial position as at 31 December 2009 and of its performance for the year ended on that date; and
  - (ii) complying with Accounting Standards in Australia (including the Australian Accounting Interpretations); and
  - (iii) the financial statements also complies with the International Financial Reporting Standards as described in Note 1.
- (2) The Union has kept satisfactory accounting records for the financial year including records of:
  - (i) the sources and nature of the Union's income, including membership subscriptions and other income from members; and
  - (ii) the nature of and reasons for the Union's expenditure.
- (3) All the information and explanations that officers or employees of the Union were required to provide have been provided; and
- (4) There was no deficiency, failure or shortcoming in any matters referred to in (1) to (3) above.

  
MGI Assurance (Brisbane) Pty Ltd

  
A D Fraser  
Director

Brisbane

22 March 2010

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**COMMITTEE OF MANAGEMENT OPERATING REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**Operating Report**

In accordance with section 254 of the *Fair Work (Registered Organisations) Act 2009* ("the Act") the Committee of Management ("the Committee") presents its Operating Report on the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia – Electrical Division, Queensland and Northern Territory Divisional Branch ("Union"), for the year ended 31 December 2009.

**Principal Activities**

The principal activity of the Union was to act on behalf of members in pursuit of the Objects of the Union (detailed at pages 34 of the financial report).

**Operating Results**

The profit for the financial year amounted to \$148,523 (2008: \$393,971).

**Review of Operations**

A review of the operations of the Union during the financial year found that there was no significant change in the nature or the results of the operations during the year.

**After Balance Date Events**

No matters of circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the Union, the results of those operations or the state of affairs of the Union in future financial years.

**Future Developments**

Likely developments in the operations of the Union are the expected result of those operations in future financial years have not been included in this report as such information is likely to result in unreasonable prejudice to the Union.

**Environmental Issues**

The Union's operations are not regulated by any significant environmental regulation under a law of the Commonwealth or of a state or territory.

**Members Right to Resign**

The right of members to resign from the Union is set out in the Rules of the CEPU – Electrical Division and on the reverse side of the application to join form.

**Membership of Superannuation Scheme**

Those who hold a position of trustee or director of an entity, scheme or company as described in s.254 (2)(d) of Schedule 1B, where a criterion of such entity is that the holder of such position must be a member or official of a registered organisation are as follows:

Richard Williams (Member and former Branch Secretary on behalf of the Union)  
Director of SPEC (Q)  
Alternate Director of ESI Super

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**COMMITTEE OF MANAGEMENT OPERATING REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**Number of Members**

The number of persons that were, at the end of the financial year to which the report relates, recorded in the register of members for s.230 of the RAO Schedule and who are taken to be members of the Union under s.244 of the RAO Schedule is:

Total	13,341
Financial	11,509
Honorary and Life members	461
Unfinancial	1,371

**Members of the Committee of Management**

The name of each person who has been a member of the committee of management of the Union at any time during the reporting period, and the period for which he or she held such a position is as follows:

<b>Name</b>	<b>Period of appointment</b>
*Abbott, Gordon	Whole Period
Baker, Gary	Whole Period
Beattie, Neville	Whole Period
Bijoux, Cyril	Whole Period
Bloom, Gregory	Whole Period
*Bloxsom, Gary	Whole Period
*Calligan, Peter	Whole Period
Cawley, Peter	Whole Period
*Christoffel, Jeffrey	Whole Period
Clarke, Ken	Whole Period
Cooke, Clive	Whole Period
Coxon, Michael	Whole Period
Cunningham, Clayton	to 18/06/2009
Ferguson, Kevin	Whole Period
Forrest, Alan	Whole Period
*Fiteni, Joseph	Whole Period
Hamblyn, Gary	Whole Period
Harman, Jeffrey	to 22/04/2009
Harrison, Mark	from 13/02/2009
Hicks, Allen	from 13/05/2009
Jeffs, Brendan	Whole Period
Keding, Daryl	Whole Period
King, Shane	Whole Period
*List, Stephen	Whole Period
*McGaw, Christopher	Whole Period
McGaw, Daniel	Whole Period
Milne, Aaron	to 13/02/2009
Moloney, Dane	Whole Period
*Moloney, Wendel	Whole Period
Reichman, Scott	to 13/02/2009
Senior, Craig	from 13/02/2009
*Simpson, Peter	from 13/05/2009
Smith, Gregory	Whole Period
Stein, Clark	Whole Period
Taylor, John	Whole Period
Traill, Stuart	to 13/02/2009
*Williams, Richard	to 13/05/2009

\* Member of the Divisional Branch Executive



**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**COMMITTEE OF MANAGEMENT OPERATING REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**Indemnifying Officers or Auditors**

The Union has not, during or since the end of the financial year, in respect of any person who is or has been an officer or auditor:

- indemnified or made any relevant agreement for indemnifying against a liability, including costs and expenses in successfully defending legal proceedings; or
- paid or agreed to pay a premium in respect of a contract insuring against liability for the costs or expenses to defend legal proceedings.

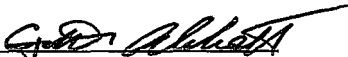
**Proceedings on Behalf of Union**


No person has applied for leave of Court to bring proceedings on behalf of the Union or intervene in any proceedings to which the Union is a part for the purpose of taking responsibility on behalf of the Union for all or any part of those proceedings. The Union was not a party to any such proceedings during the year.

**Other Information**

There is no other information that the Union considers relevant.

This report is made in accordance with a resolution of the Committee of Management and is signed for and on behalf of the Committee Members by:

  
G Abbott  
President

  
P Simpson  
State Secretary

~~22nd~~ March 2010

South Brisbane

~~19th~~ March 2010

South Brisbane

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**COMMITTEE OF MANAGEMENT OPERATING REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**Committee Of Management Statement**

On 22/3/2010 the Committee of Management of Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia Electrical Division, Queensland and Northern Territory Divisional Branch passed the following resolution in relation to the general purpose financial report (GPFR) of the reporting unit for the financial year ended 31/12/2009:

The Committee of Management declares in relation to the GPFR that in its opinion:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with the reporting guidelines of the Industrial Registrar;
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the GPFR relates and since the end of that year:
  - (i) meetings of the committee of management were held in accordance with the rules of the organisation including the rules of a branch concerned; and
  - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a branch concerned; and
  - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RAO Schedule and the RAO Regulations; and
  - (iv) the information sought in any request of a member of the reporting unit or a Registrar duly made under section 272 of the RAO Schedule has been furnished to the member or Registrar; and
  - (v) there have been no orders for inspection of financial records made by the Commission under section 273 of the RAO Schedule.

For Committee of Management: Peter Simpson

Title of Office held: State Secretary

Signature: 

Date: March 2010

**AUDITOR'S INDEPENDENCE DECLARATION  
TO THE COMMITTEE OF MANAGEMENT OF COMMUNICATIONS, ELECTRICAL,  
ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION  
OF AUSTRALIA, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

As lead auditor for the audit of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia, Queensland and Northern Territory Divisional Branch for the year ended 31 December 2009, I declare that to the best of my knowledge and belief, there have been:

- (i) no contraventions of any applicable code of professional conduct in relation to the audit.

**MGI Assurance (Brisbane) Pty Ltd**



**A D Fraser**  
Director

Brisbane

22 March 2010

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**STATEMENT OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 31 DECEMBER 2009**

	Note	2009 \$	2008 \$
<b>Revenue</b>	3	6,330,428	6,010,006
Employee benefits expense		(3,120,550)	(2,638,326)
Depreciation and amortisation expenses	4(ii)	(99,659)	(98,976)
Finance costs	4(i)	(8,414)	(7,976)
Affiliation fees		(161,499)	(114,510)
Campaign expenses	4(iii)	(221,789)	(415,783)
Conference expenses	4(iv)	(372,560)	(271,482)
Debt collection expenses		(109,015)	(103,658)
Motor vehicle expenses		(93,132)	(95,466)
Legal expenses		(362,060)	(182,747)
National council expenses	4(v)	(458,948)	(439,282)
National office expenses		-	(84,888)
Printing, postage and merchandise		(149,690)	(220,791)
Organising expenses		(284,761)	(221,723)
Telephone expenses		(110,176)	(87,621)
Other expenses		(629,652)	(632,806)
<b>Profit before income tax</b>		<b>148,523</b>	<b>393,971</b>
Income tax expense	1(a)	-	-
<b>Profit for the year</b>		<b>148,523</b>	<b>393,971</b>
<b>Other Comprehensive Income</b>			
Other comprehensive income (net of income tax)		-	-
Total comprehensive income for the year		<u>148,523</u>	<u>393,971</u>
Profit attributable to:			
Members of the union		<u>148,523</u>	<u>393,971</u>
Total comprehensive income attributable to:			
Members of the union		<u>148,523</u>	<u>393,971</u>

*The accompanying notes form part of these financial statements*

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**STATEMENT OF FINANCIAL POSITION  
AS AT 31 DECEMBER 2009**

	Note	2009 \$	2008 \$
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	5	5,092,383	4,915,374
Trade and other receivables	6	21,260	34,491
Other current assets	7	<u>18,918</u>	<u>18,906</u>
<b>TOTAL CURRENT ASSETS</b>		<u>5,132,561</u>	<u>4,968,771</u>
<b>NON-CURRENT ASSETS</b>			
Financial assets	8	1,836,960	1,836,960
Property, plant and equipment	9	<u>241,666</u>	<u>226,266</u>
<b>TOTAL NON-CURRENT ASSETS</b>		<u>2,078,626</u>	<u>2,063,226</u>
<b>TOTAL ASSETS</b>		<u>7,211,187</u>	<u>7,031,997</u>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	10	630,827	567,805
Financial liabilities	11	18,417	88,752
Short-term provisions	12	<u>427,059</u>	<u>549,422</u>
<b>TOTAL CURRENT LIABILITIES</b>		<u>1,076,303</u>	<u>1,205,979</u>
<b>NON-CURRENT LIABILITIES</b>			
Financial liabilities	11	43,461	-
Long-term provisions	13	<u>186,607</u>	<u>69,725</u>
<b>TOTAL NON-CURRENT LIABILITIES</b>		<u>230,068</u>	<u>69,725</u>
<b>TOTAL LIABILITIES</b>		<u>1,306,371</u>	<u>1,275,704</u>
<b>NET ASSETS</b>		<u>5,904,816</u>	<u>5,756,293</u>
<b>MEMBERS EQUITY</b>			
Retained Earnings		<u>5,904,816</u>	<u>5,756,293</u>

*The accompanying notes form part of these financial statements*

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 31 DECEMBER 2009**

	<b>Retained Earnings</b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>
<b>Balance at 1 January 2008</b>	5,362,322	5,362,322
Profit attributable to members of the Union	393,971	393,971
<b>Balance at 31 December 2008</b>	<u><u>5,756,293</u></u>	<u><u>5,756,293</u></u>
<b>Balance at 1 January 2009</b>	5,756,293	5,756,293
Profit attributable to members of the Union	148,523	148,523
<b>Balance at 31 December 2009</b>	<u><u>5,904,816</u></u>	<u><u>5,904,816</u></u>

*The accompanying notes form part of these financial statements*

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

	Note	2009 \$	2008 \$
<b>Cash Flows from Operating Activities</b>			
Membership contributions		5,228,195	4,835,610
Interest received		286,187	420,719
Fines and levies		324,400	322,934
Rent received		105,545	97,361
Refunds received		105,351	101,884
Receipts from other customers		293,981	199,246
Payments to employees		(2,558,139)	(2,532,710)
Payments to suppliers		(3,458,164)	(2,770,478)
Finance costs		(8,414)	(7,976)
Net cash provided by operating activities	14(b)	<u>318,942</u>	<u>666,590</u>
<b>Cash Flows from Investing Activities</b>			
Payment for property, plant & equipment		(207,493)	(32,649)
Proceeds from sale of property, plant & equipment		92,434	-
Loan to related party - ETU-Q		-	(1,156,960)
Net cash used in investing activities		<u>(115,059)</u>	<u>(1,189,609)</u>
<b>Cash Flows from Financing Activities</b>			
Motor vehicle finance lease repayments (principal)		(26,874)	(43,196)
Net cash (used in)/provided by financing activities		<u>(26,874)</u>	<u>(43,196)</u>
Net increase/ (decrease) in cash held		177,009	(566,215)
Cash at beginning of financial year		<u>4,915,374</u>	<u>5,481,589</u>
Cash at end of financial year	14(a)	<u>5,092,383</u>	<u>4,915,374</u>

*The accompanying notes form part of these financial statements*

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**NOTE 1: STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES**

These financial statements cover the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia Electrical Division Queensland and Northern Territory Divisional Branch ("Union") as an individual entity. The Union is a trade union which is incorporated and domiciled in Australia.

**Basis of Preparation**

The financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards, Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board (AASB) and the *Fair Work (Registered Organisations) Act 2009*.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in a financial report containing relevant and reliable information about transactions, events and conditions to which they apply. Compliance with Australian Accounting Standards ensures that the financial statements and notes also comply with International Financial Reporting Standards. Material accounting policies adopted in the preparation of this financial report are presented below. They have been consistently applied unless otherwise stated.

The financial statements have been prepared on an accruals basis and are based on historical costs, modified, where applicable by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

**(a) Income Tax**

The Union is exempt from income tax by virtue of s50-45 of the *Income Tax Assessment Act 1997*.

**(b) Property, Plant and Equipment**

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment losses.

**Plant and equipment**

Plant and equipment are measured on the cost basis less depreciation and impairment losses.

The carrying amount of plant and equipment is reviewed annually by the Committee to ensure it is not in excess of the recoverable amount from those assets. The recoverable amount is assessed on the basis of the expected net cash flows, which will be received from the assets employment and subsequent disposal. The expected net cash flows have been discounted to present values in determining recoverable amounts.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with that item will flow to the Union and the costs of the item can be measured reliably. All other repairs and maintenance are charged to the statement of comprehensive income during the financial period in which they are incurred.



**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**NOTE 1: ACCOUNTING POLICIES (cont.)**

**(b) Property, Plant and Equipment (cont.)**

**Depreciation**

The depreciable amount of all fixed assets including capitalised leased assets, is depreciated on a straight line basis over their estimated useful lives to the Union commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciation rates used for each class of assets are:

Class of Fixed Asset	Depreciation Rate
Plant and equipment	5% - 40%
Motor Vehicles	20%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposal are determined by comparing proceeds with the carrying amount. These gains or losses are included in the statement of comprehensive income.

**(c) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, at bank, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. Bank overdrafts are shown with financial liabilities in current liabilities on the statement of financial position.

**(d) Financial Instruments**

**Initial recognition and measurement**

Financial assets and financial liabilities are recognised when the Union becomes a party to the contractual provisions of the instrument. For financial assets, this is equivalent to the date that the Union commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value, plus transactions costs where the instrument is not classified as at fair value through profit or loss. Transaction costs related to instruments classified as at 'fair value through profit or loss', in which case, transactions costs are expensed to profit or loss immediately.

**Classification and subsequent measurement**

Finance instruments are subsequently measured at either of fair value, amortised cost using the effective interest rate method, or cost. Fair value represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009

NOTE 1: ACCOUNTING POLICIES (cont.)

(d) Financial Instruments (cont.)

**Classification and subsequent measurement (cont.)**

Amortised cost is calculated as:

- (a) The amount at which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments;
- (c) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest method and
- (d) less any reduction for impairment.

The effective interest rate method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate adjustments to the carrying value with a consequential recognition of an income or expense in profit or loss.

(i) *Financial assets at fair value through profit or loss*

Financial assets are classified at fair value through profit or loss when they are held for trading for the purpose of short term profit taking, where they are derivatives not held for hedging purposes, or when they are designated as such to avoid an accounting mismatch or to enable performance evaluation where a group of financial assets is managed by key management personnel on a fair value basis in accordance with a documented risk management or investment strategy. Such assets are subsequently measured at fair value with changes in carrying value being included in profit or loss.

(ii) *Loans and receivables*

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost.

Loans and receivables are included in current assets, except for those which are not expected to mature within 12 months after reporting date. (All other loans and receivables are classified as non-current assets).

(iii) *Held-to-maturity investments*

Held-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is the entity's intention to hold these investments to maturity. They are subsequently measured at amortised cost.

Held-to-maturity investments are included in non-current assets, except for those which are expected to mature within 12 months after reporting date. (All other investments are classified as current assets).

If during the period the Union sold or reclassified more than an insignificant amount of the held-to maturity investments before maturity, the entire held-to-maturity investment category would be tainted and reclassified as available-for-sale.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**NOTE 1: ACCOUNTING POLICIES (cont.)**

**(d) Financial Instruments (cont.)**

**Classification and subsequent measurement (cont.)**

*(iv) Available-for-sale financial assets*

Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by the Committee of Management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

Available-for-sale financial assets are included in non-current assets, except for those which are expected to be disposed of within 12 months after reporting date. (All other financial assets are classified as current assets).

*(v) Financial liabilities*

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

**Fair Value**

Fair value is determined based on current bid prices for all quoted investments. Valuation techniques are applied to determine the fair value for all unlisted securities, including recent arm's length transactions.

**Impairment**

At the end of each reporting period, the Union assesses whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is considered to determine whether an impairment has arisen. Impairment losses are recognised in the statement of comprehensive income.

**Derecognition**

Financial assets are derecognised where the contractual rights to receipt of cash flows expire or the asset is transferred to another party whereby the Union no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised where the related obligations are either discharged, cancelled or expire. The difference between the carrying value of the financial liability extinguished or transferred to another party and the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed is recognised in profit of loss.

**(e) Impairment of Assets**

At each reporting date, the Union reviews the carrying values of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less cost to sell and value in use, is compared to the asset's carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the statement of comprehensive income.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**NOTE 1: ACCOUNTING POLICIES (cont.)**

**(e) Impairment of Assets (cont.)**

Where it is not possible to estimate the recoverable amount of an individual asset, the Union estimates the recoverable amount of the cash-generating unit to which the asset belongs.

**(f) Employee Benefits**

Provision is made for the Union's liability for employee benefits (Annual Leave and Long Service Leave) arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled, plus related on-costs. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. Those cash flows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cash flows.

**(g) Provisions**

Provisions are recognised when the Union has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

**(h) Leases**

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not the legal ownership, that are transferred to the Union are classified as finance leases.

Finance leases are capitalised by recording an asset and a liability at the lower of the amounts equal to the fair value of the leased asset or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight-line basis over their estimated useful lives where it is likely that the Union will obtain ownership of the asset or over the term of the lease.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the period in which they are incurred.

**(i) Revenue**

Revenue is measured at the fair value of the consideration received or receivable after taking into account any discounts and rebates allowed.

Revenue from membership contributions is recognised on a cash basis, as permissible by the *Fair Work (Registered Organisations) Act 2009*.

Interest revenue is recognised using the effective interest rate method, which, for floating rate financial assets, is the rate inherent in the instrument.

Investment property revenue is recognised on a straight-line basis over the period of the lease term so as to reflect a constant periodic rate of return on the net investment.

All revenue is stated net of the amount of goods and services tax ("GST").

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**NOTE 1: ACCOUNTING POLICIES (cont.)**

**(j) Trade and Other Payables**

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the Union during the reporting period which remain unpaid. The balance is recognised as a current liability with the amount being normally paid within 30 days of recognition of the liability.

**(k) Borrowing Costs**

Borrowing costs directly attributable to the acquisition, construction or production of assets that necessarily take a substantial period of time to prepare for their intended use or sale, are added to the cost of those assets, until such time as the assets are substantially ready for their intended use of sale.

All other borrowing costs are recognised in income in the period in which they are incurred.

**(l) Goods and services tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the statement of financial position are shown inclusive of GST.

Cash flows are presented in the statement of cash flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

**(m) Comparative Figures**

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

**(n) Critical accounting estimates and judgement**

The Union's Committee Members evaluate estimates and judgements incorporated into the financial report based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and internally.

*Key Estimates – Impairment*

The Union assess impairment at each reporting date by evaluating conditions specific to the Union that may lead to the impairment of assets. Where an impairment trigger exists, the recoverable amount of the asset is determined. Value-in-use calculations performed in assessing recoverable amounts incorporate a number of key estimates.

No impairment has been recognised in respect of the current year.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**NOTE 1: ACCOUNTING POLICIES (cont.)**

**(o) Adoption of New and Revised Accounting Standards**

During the current year, the Union has adopted all new and revised Australian Accounting Standards and Interpretations applicable to its operations which became mandatory.

The adoption of these Standards has impacted the recognition, measurement and disclosure of certain transactions. The following is an explanation of the impact the adoption of these Standards and Interpretations has had on the financial statements of the Union:

**AASB 101: Presentation of Financial Statements**

In September 2007, the Australian Accounting Standards Board revised AASB 101, and as a result there have been changes to the presentation and disclosure of certain information within the financial statements. Below is an overview of the key changes and the impact on the Union's financial statements.

*Disclosure Impact*

**Terminology changes** – The revised version of AASB 101 contains a number of terminology changes, including the amendments of the names of the primary financial statements.

**Reporting changes in equity** – The revised AASB 101 requires all changes in equity arising from transactions with owners in their capacity as owners to be presented separately from non-owner changes in equity. Owner changes in equity are to be presented in the statement of changes in equity, with non-owner changes in equity presented in the statement of comprehensive income. The previous version of AASB 101 required that owner changes in equity and other comprehensive income be presented in the statement of changes in equity.

**Statement of comprehensive income** – The revised AASB 101 requires all income and expenses to be presented in either one statement – the statement of comprehensive income, or two statements – a separate income statement and statement of comprehensive income. The previous version of AASB 101 required only the presentation of a single statement.

The Union's financial statements now contain a statement of comprehensive income.

**Other comprehensive income** – The revised version of AASB 101 introduces the concept of 'other comprehensive income' which comprises income and expenses that are not recognised in profit or loss as required by other Australian Accounting Standards. Items of other comprehensive income are to be disclosed in the statement of comprehensive income. Entities are required to disclose the income tax relating to each component of other comprehensive income. The previous version of AASB 101 did not contain an equivalent concept.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**NOTE 1: ACCOUNTING POLICIES (cont.)**

**(p) New Accounting Standards for Application in Future Periods**

The AASB has issued new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods and which the Union has decided not to early adopt. A discussion of those future requirements and their impact on the Union is as follows:

- AASB 1: First-time Adoption of Australian Accounting Standards (applicable for annual reporting periods commencing from 1 July 2009).

The structure of this Standard has been amended for ease of use and as it applies only on first-time adoption of Australian equivalents to International Financial Reporting Standards, it is not expected to impact the Union.

- AASB 2008–6: Further Amendments to Australian Accounting Standards arising from the Annual Improvements Project [AASB 1 & AASB 5] (applicable for annual reporting periods commencing from 1 July 2009).

This amendment details numerous non-urgent but necessary changes to Accounting Standards arising from the IASB's annual improvements project. No changes are expected to materially affect the Union.

- AASB 2009–4: Amendments to Australian Accounting Standards arising from the Annual Improvements Project [AASB 2 and AASB 138 and AASB Interpretations 9 & 16] (applicable for annual reporting periods commencing from 1 July 2009) and AASB 2009–5: Further Amendments to Australian Accounting Standards arising from the Annual Improvements Project [AASB 5, 8, 101, 107, 117, 118, 136 & 139] (applicable for annual reporting periods commencing from 1 January 2010).

These amendments detail numerous non-urgent but necessary changes to Accounting Standards arising from the IASB's annual improvements project. No changes are expected to materially affect the Union.

- AASB 2009–7: Amendments to Australian Accounting Standards [AASB 5, 7, 107, 112, 136 & 139 and Interpretation 17] (applicable for annual reporting periods commencing on or after 1 July 2009).

This amendment reflects editorial changes made to a number of Accounting Standards by the IASB. No changes are expected to materially affect the Union.

The Union does not anticipate early adoption of any of the above Standards and does not expect them to have any material effect on the Union's financial statements.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**NOTE 2: CORRECTION OF ERROR IN PRIOR PERIODS**

During the 2006 financial year, the ETU created the ETU FF and began charging members a campaign levy to fund the 2007 federal election. Initially all funds were received by the CEPU and transferred to the ETU FF.

However, in the 2006 year, the CEPU transferred \$53,612 more to the ETU FF than it collected. This should have been treated as a donation in that year but as at 31 December 2008 the CEPU continued to hold this balance as a receivable.

	Previous Amount	Impact of Correction of Error \$	New Amount
<b>Statement of Financial Position Impact</b>			
1 January 2006			
Trade Receivables	737	-	737
Retained Earnings	4,521,122	-	4,521,122
31 December 2006			
Trade Receivables	53,612	(53,612)	-
Retained Earnings	5,139,231	(53,612)	5,085,619
31 December 2007			
Trade Receivables	74,757	(53,612)	21,145
Retained Earnings	5,415,934	(53,612)	5,362,322
31 December 2008			
Trade Receivables	88,103	(53,612)	34,491
Retained Earnings	5,809,905	(53,612)	5,756,293

**Statement of Comprehensive Income Impact**

31 December 2006			
Other expenses	2,032,534	53,612	2,086,146
Profit before income tax	618,109	(53,612)	564,497
Associated income tax attributable to prior period error	-	-	-

31 December 2007

There is no impact on the income statement during the financial years ended 31 December 2007 and 31 December 2008.



**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

	2009 \$	2008 \$
<b>NOTE 3 – REVENUE</b>		
Membership income	5,214,964	4,835,610
Fines and levies	324,400	322,934
Other membership income	12,537	10,416
Rental income	105,545	97,361
Interest income	286,187	420,719
Refunds received	105,351	101,884
Advertising income	36,717	21,171
Administration fees - Distress, Mortality & Building Fund	-	19,628
Merchandise income	5,016	2,897
Sundry income	239,711	177,386
	<u><b>6,330,428</b></u>	<u><b>6,010,006</b></u>

**NOTE 4 – PROFIT BEFORE INCOME TAX**

**Expenses**

(i) Finance Costs – External	8,414	7,976
(ii) Depreciation and amortisation		
- Motor vehicles	62,835	69,141
- Plant and equipment	36,824	29,835
	<u>99,659</u>	<u>98,976</u>
(iii) Campaign expenses	221,789	415,783
(iv) Conference expenses	372,560	271,482
(v) National council expenses	458,948	439,282

**NOTE 5 – CASH AND CASH EQUIVALENTS**

Cash on hand	7,168	3,079
Cash at bank	108,633	19,128
Deposit at call (CBA)	105,847	364,703
Deposits (Members Equity)	4,870,735	4,528,464
	<u><b>5,092,383</b></u>	<u><b>4,915,374</b></u>

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

	2009 \$	2008 \$
<b>NOTE 6 – TRADE AND OTHER RECEIVABLES</b>		
Trade receivables	21,260	20,989
Related party receivable – ETU-Q	-	13,502
	<u>21,260</u>	<u>34,491</u>

*Credit Risk – Trade and Other Receivables*

The Union has no significant concentration of credit risk with respect to any single counterparty or group of counterparties. The class of assets described as Trade and Other Receivables is considered to be the main source of credit risk related to the Union.

On a geographical basis, the Union's trade and other receivables are all based in Australia.

The following table details the Union's trade and other receivables exposed to credit risk. Amounts are considered 'past due' when the debt has not been settled, within the terms and conditions agreed between the Union and the customer or counterparty to the transaction. Receivables that are past due are assessed for impairment by ascertaining solvency of the debtors and are provided for where there are specific circumstances indicating that the debt may not be fully repaid to the Union.

The balance of receivables that remain within initial trade terms (as detailed in the table) are considered to be of high credit quality.

	Gross Amount	Past due and impaired	Past due but not impaired			Within initial trade terms
			(days overdue)			
2009	\$	\$	< 30	31-60	60+	\$
Trade receivables	21,260	-	8,021	-	-	13,239
<hr/>						
2008						
Trade receivables	20,989	-	6,205	8,190	-	6,594
Other receivables	13,502	-	-	-	-	13,502
	<u>34,491</u>	-	<u>6,205</u>	<u>8,190</u>	-	<u>20,096</u>

***Collateral held as security***

The Union does not hold collateral with respect to its receivables at 31 December 2009 (2008: Nil)

	2009 \$	2008 \$
<b>NOTE 7 – OTHER CURRENT ASSETS</b>		
Prepayments	<u>18,918</u>	<u>18,906</u>

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

	2009 \$	2008 \$
<b>NOTE 8 – FINANCIAL ASSETS</b>		
Related Party Loan Receivable - ETU-Q	1,156,960	1,156,960
Related Party Loan Receivable - DMB Fund	680,000	680,000
	<u>1,836,960</u>	<u>1,836,960</u>
<b>NOTE 9 – PROPERTY, PLANT AND EQUIPMENT</b>		
Furniture, fittings and office equipment:		
At cost	559,524	496,481
Accumulated depreciation	(463,175)	(426,351)
Total furniture, fittings and office equipment	<u>96,349</u>	<u>70,130</u>
Motor vehicles:		
At cost	226,998	345,708
Accumulated depreciation	(81,681)	(189,572)
Total motor vehicles	<u>145,317</u>	<u>156,136</u>
<b>Total property, plant &amp; equipment</b>	<u><b>241,666</b></u>	<u><b>226,266</b></u>

**(a) MOVEMENTS IN CARRYING AMOUNTS**

Movements in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year

	Motor Vehicles	Furniture, Fittings and Office Equipment	Total
Balance at the beginning of year	156,136	70,130	226,266
Additions	144,450	63,043	207,493
Disposals	(92,434)	-	(92,434)
Depreciation expense	(62,835)	(36,824)	(99,659)
Carrying amount at the end of year	<u>145,317</u>	<u>96,349</u>	<u>241,666</u>

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

	Note	2009 \$	2008 \$
<b>NOTE 10 – TRADE AND OTHER PAYABLES</b>			
Trade payables and accruals		375,928	379,614
GST payable		33,053	15,504
Related party payable – ETU-Q		92,815	66,432
Related party payable – NTN Services Pty Ltd		-	14,626
Other payables		129,031	91,629
		<u>630,827</u>	<u>567,805</u>

**NOTE 11 – FINANCIAL LIABILITIES**

Current lease liability		18,417	88,752
Non-current lease liability		43,461	-
	14	<u>61,878</u>	<u>88,752</u>

**NOTE 12 –SHORT TERM PROVISIONS**

Provision for annual leave		308,087	308,777
Provision for long service leave		118,972	240,645
		<u>427,059</u>	<u>549,422</u>

**NOTE 13 –LONG TERM PROVISIONS**

Provision for long service leave		186,607	69,725
		<u>186,607</u>	<u>69,725</u>

Long term provisions represent long service leave entitlements owing to employees who have not completed 10 continuous years of service with the Union.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**2009**                      **2008**  
\$                                      \$

**NOTE 14 –CASH FLOW INFORMATION**

**(a) Reconciliation of Cash and Cash Equivalents**

For the purposes of the Cash Flow Statement, cash and cash equivalents includes cash on hand, at banks and deposits or any other cash held that can be readily convertible to known amount of cash and be subject to an insignificant risk of changes in value. Cash at the end of the financial year as shown in the cash flow statement is reconciled to the related items in the statement of financial position as follows:

Cash on hand	7,169	3,079
Cash at bank	108,633	19,128
Deposit at call (CBA)	105,847	364,703
Deposits (Members Equity)	4,870,735	4,528,464
	<u>5,092,384</u>	<u>4,915,374</u>

**(b) Reconciliation of Net Cash Provided by Operating Activities to Profit after Income Tax**

Profit after income tax	<u>148,523</u>	<u>393,971</u>
Non cash flows in profit after income tax		
- Depreciation & amortisation	<u>99,659</u>	<u>98,976</u>
	<u>99,659</u>	<u>98,976</u>
Changes in assets and liabilities		
(Increase)/ decrease in trade receivables and prepayments	13,219	(32,252)
Increase/ (decrease) in trade payables and accruals	63,022	179,744
Increase/ (decrease) in provisions	(5,481)	26,151
	<u>70,760</u>	<u>173,643</u>
Net cash provided by operating activities	<u>318,942</u>	<u>666,590</u>

**(c) Credit standby arrangements**

Finance Leases		
Used facility	61,878	88,752
Unused facility	-	-
Total facility	<u>61,878</u>	<u>88,752</u>

The financing facility has been arranged with Esanda Finance Corporation Limited with the facility due to expire on 6 October 2013.

The Union does not operate any other financing facilities at 31 December 2009.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

	2009 \$	2008 \$
<b>NOTE 15 – COMMITMENTS AND CONTINGENCIES</b>		
(a) Operating lease commitments		
Payable – minimum lease payments		
- not later than 12 months	30,811	28,576
- between 12 months and 5 years	-	-
- greater than 5 years	-	-
Minimum lease payments	<u>30,811</u>	<u>28,576</u>

The lease relates to rent of regional offices located at Cairns, Gold Coast, Mackay, and Townsville. An option exists to renew the leases at the end of the term for a further one year.

(b) Contingent liabilities and commitments  
There are no material contingent liabilities or commitments

(c) Finance lease commitments – motor vehicles		
Payable – minimum lease payments		
- not later than 12 months	18,417	93,058
- between 12 months and 5 years	58,875	-
- greater than 5 years	-	-
Minimum lease payments	<u>77,292</u>	<u>93,058</u>
Less: future financing charges	<u>(15,414)</u>	<u>(4,306)</u>
Present value of minimum lease payments	<u>61,878</u>	<u>88,752</u>

Finance leases relate to one motor vehicle which commenced in 2009 and will expire in 2013. Interest is charged at 7.59%.

**NOTE 16 – AUDITORS REMUNERATION**

Amounts received or due and receivable by the auditor of the Union for:

(a) audit of the financial report of the Union	27,500	26,600
(b) other services		
(i) preparation of financial statements	2,000	2,000
(ii) assistance with accounting services	4,000	4,000
(iii) taxation services	4,000	3,800
	<u>37,500</u>	<u>36,400</u>

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**NOTE 17 – RELATED PARTY TRANSACTIONS**

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

The Union is related to the following entities:

<b>Name</b>	<b>Principal Activity</b>
The Electrical Trade Union of Employees Queensland	Trade Union
The ETU Fighting Fund Trust No. 1	Trust Fund
Distress, Mortality and Building Fund	Trust Fund
NTN Services Pty Ltd	Consultancy Services
Electro Jobs Training Pty Ltd	Consultancy Services

<b>Related Party Transactions and Balances</b>	<b>2009</b>	<b>2008</b>
	<b>\$</b>	<b>\$</b>
<i>(a) Electrical Trade Union of Employees Queensland</i>		
Transfer of campaign levy to ETU-Q	552,768	558,631
Interest revenue	81,671	80,212
Loan receivable	1,156,969	1,156,960
Other receivable	-	13,502
Other payable	92,815	66,432

The Union receives campaign levy from members on behalf of ETU-Q and transfers such receipts upon receipt.

The loan of \$1,156,960 to ETU-Q is secured over ETU-Q's assets and repayable within 6 months of written demand, at a variable interest rate per annum. The term of the loan began in March 2008.

<i>(b) Distress, Mortality and Building Fund</i>		
Administration fees income	-	19,628
Transfer of DMB levy to the Trust Fund	193,123	200,103
Loan receivable	680,000	680,000

The Union receives DMB levy from members on behalf of the Fund and transfers such receipts upon receipt. Refer to Note 22 for further information.

The unsecured interest free loan is repayable upon demand.

<i>(c) NTN Services Pty Ltd</i>		
Trade payables	-	14,626

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**NOTE 18 – KEY MANAGEMENT PERSONNEL**

Key management personnel comprise of those individuals who have the authority and responsibility for planning, directing and controlling the activities of the Union. During the year, the key management personnel of the Union were remunerated as follows:

	<b>Short-Term Benefits</b>	<b>Post-Employment Benefits</b>	<b>Total</b>
<b>2009</b>			
Total compensation	217,861	37,801	255,662
<b>2008</b>			
Total compensation	237,792	32,640	270,432

**NOTE 19 – FINANCIAL RISK MANAGEMENT**

The Union's financial instruments consist mainly of deposits with banks, short term investments, accounts receivable and payable, loans to related entities and leases.

The totals for each category of financial instruments, measured in accordance with AASB 139 as detailed in the accounting policies to these financial statements, are as follows

<b>Financial Assets</b>	<b>Note</b>	<b>2009 \$</b>	<b>2008 \$</b>
Cash and cash equivalents	4	5,092,383	4,915,374
Receivables	5	21,260	34,491
Financial assets (loans to related entities)	7	<u>1,836,960</u>	<u>1,836,960</u>
<b>Total financial assets</b>		<u><b>6,950,603</b></u>	<u><b>6,786,825</b></u>
<b>Financial Liabilities</b>			
Financial liabilities at amortised cost			
- Trade and other payables	9	630,827	567,805
- Borrowings	10	<u>61,878</u>	<u>88,752</u>
		<u><b>692,705</b></u>	<u><b>656,557</b></u>

**Financial Risk Management Policies**

The Committee of Management monitors the Union's financial risk management policies and exposures and approves financial transactions entered into. It also reviews the effectiveness of internal controls relating to commodity price risk, counterparty credit risk, currency risk, financing risk and interest rate risk. The Committee of Management meets monthly to review the financial exposure of the Union.

The main risk the Union is exposed to through its financial instruments are credit risk, liquidity risk and market risk, consisting of interest rate risk.



**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009**

**NOTE 19 – FINANCIAL RISK MANAGEMENT – (Cont.)**

**(a) Credit Risk**

Exposure to credit risk relating to financial assets arises from the potential non-performance by counterparties of contract obligations that could lead to a financial loss to the Union.

Credit risk is managed through the maintenance of procedures (such procedures include the utilisation of systems for the approval, granting and renewal of credit limits and monitoring the financial stability of significant customers and counterparties), ensuring to the extent possible, that customers and counterparties to transactions are of sound credit worthiness. Such monitoring is used in assessing receivables for impairment. Credit terms are generally 30 days from the invoice date.

Risk is also minimised through investing surplus funds in financial institutions that maintain a high credit rating.

*Credit Risk Exposures*

The maximum exposure to credit risk is equivalent to the carrying value and classification of those financial assets (net of any provisions) as presented in the statement of financial position.

The Union has no significant concentration of credit risk with any single counterparty or group of counterparties. Details with respect to credit risk of Trade and Other Receivables are provided in Note 6.

Credit risk relating to balances with banks and other financial institutions is managed by the Committee of Members.

**(b) Liquidity Risk**

Liquidity risk arises from the possibility that the Union might encounter difficulty in settling its debts or otherwise meeting its obligations related to financial liabilities. The Union manages liquidity risk by monitoring forecast cash flows, holding adequate cash reserves and ensuring that adequate finance facilities are maintained.

The tables below reflect an undiscounted contractual maturity analysis for financial liabilities.

Cash flows realised from financial assets reflect the Committee of Management's expectation as to the timing of realisation. Actual timing may therefore differ from that disclosed. The timing of cash flows presented in the table to settle financial liabilities reflects the earliest contractual settlement dates and does not reflect management's expectations that financing facilities will be rolled forward.

COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA  
ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2009

Note 19: Financial Risk Management (Cont.)

Financial Liability and Financial Asset Maturity Analysis

	Within 1 Year		1 to 5 Years		Over 5 Years		Total	
	2009 \$	2008 \$	2009 \$	2008 \$	2009 \$	2008 \$	2009 \$	2008 \$
<b>Financial liabilities due for payment</b>								
Trade and other payables	655,842	567,842	-	-	-	-	655,842	567,805
Borrowings	18,417	88,752	43,461	-	-	-	61,878	88,752
<b>Total financial liabilities</b>	<b>674,259</b>	<b>656,594</b>	<b>43,461</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>717,720</b>	<b>656,557</b>
<b>Financial assets - cash flow realisable</b>								
Cash and cash equivalents	5,092,383	4,915,374	-	-	-	-	5,092,383	4,915,374
Trade and other receivables	74,872	88,103	-	-	-	-	74,872	88,103
Financial assets	-	-	-	-	1,836,960	1,836,960	1,836,960	1,836,960
<b>Total anticipated inflows</b>	<b>5,167,255</b>	<b>5,003,477</b>	<b>-</b>	<b>-</b>	<b>1,836,960</b>	<b>1,836,960</b>	<b>7,004,215</b>	<b>6,840,437</b>
<b>Net inflow of financial instruments</b>	<b>4,492,996</b>	<b>4,346,883</b>	<b>(43,461)</b>	<b>-</b>	<b>1,836,960</b>	<b>1,836,960</b>	<b>6,286,495</b>	<b>6,183,880</b>

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**Note 19: Financial Risk Management (Cont.)**

**(c) Market Risk**

*i. Interest rate risk*

Exposure to interest rate risk arises on financial assets and financial liabilities recognised at the end of the reporting period whereby a future change in interest rates will affect future cash flows or the fair value of fixed rate financial instruments. The Union is also exposed to earnings volatility on floating rate instruments.

Interest rate risk is managed using a mixed of fixed and floating rate financial instruments. The effective interest rate exposure to interest rate financial instruments are as follows:

	Note	Weighted Average Effective Interest Rate		2009	2008
		2009	2008	\$	\$
		%	%		
<b>Floating rate instruments</b>					
Cash and cash equivalents	4	4.73	4.87	5,092,383	4,915,374
Financial assets (loans to related entities)	7	7.36	8.00	1,836,960	1,836,960
Borrowings	10	7.59	7.00	61,878	88,752

*ii. Foreign Exchange Risk*

The Union is not exposed to fluctuations in foreign currencies.

*iii. Price Risk*

The Union is not exposed to any material commodity price risk.

**(d) Net Fair Values**

Fair value estimation

No financial assets and financial liabilities are readily traded on organised markets. The net fair values of assets and liabilities approximate their carrying value. There are no financial assets where the carrying value exceeds net fair values.

**(e) Sensitivity Analysis**

Interest rate risk

The Union has performed a sensitivity analysis relating to its exposure to interest rate risk at balance date. This sensitivity analysis demonstrates the effect on the current year results and equity which could result from a change in this risk.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**Note 19: Financial Risk Management (Cont.)**

*Interest rate sensitivity analysis*

At 31 December 2009, the effect on profit and equity as a result of changes in the interest rate, with all other variables remaining constant, would be as follows:

<b>Financial Assets</b>	<b>2009</b>	<b>2008</b>
	<b>\$</b>	<b>\$</b>
Change in profit		
- Increase in interest rate by 1%	62,422	60,693
- Decrease in interest rate by 1%	62,422	60,693
Change in equity		
- Increase in interest rate by 1%	62,422	60,693
- Decrease in interest rate by 1%	62,422	60,693

The above interest rate sensitivity analysis has been performed on the assumption that all other variables remain unchanged.

**NOTE 20 – CAPITAL MANAGEMENT**

The Committee of Management controls the capital of the Union to ensure that adequate cash flows are generated to fund its operations and continue as a going concern.

Risk management policies are approved and reviewed by the Committee of Management on a regular basis. These include credit risk policies and future cash flow requirements.

The Union's debt consists of financial liabilities, supported by financial assets.

The Committee of Management effectively manages the Union's capital by assessing the Union's financial risks and responding to changes in these risks and in the market. These responses may include the consideration of debt levels.

There have been no changes to the strategy adopted by the Committee of Management to control the capital of the Union since the previous year.

The gearing ratios for the years ended 31 December 2009 and 31 December 2008 are as follows:

<b>Financial Assets</b>		<b>2009</b>	<b>2008</b>
		<b>\$</b>	<b>\$</b>
Financial liabilities	11	61,878	88,752
Trade and other payables	10	630,827	567,805
Less: - cash and cash equivalents	5	(5,092,383)	(4,915,374)
- financial assets (loan receivable – ETU-Q)	8	(1,836,960)	(1,156,960)
Net debt		<b>(6,236,638)</b>	<b>(5,415,777)</b>
Total equity (retained earnings)		5,938,741	5,809,905
<b>Total capital</b>		<b>(297,897)</b>	<b>394,128</b>
Gearing ratio		N/A	N/A

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**NOTE 21 – SEGMENT INFORMATION**

The Union operates solely in one reporting business segment being the provision of trade union services.

The Union operates from one reportable geographical segment being Australia.

**NOTE 22 - DISTRESS AND MORTALITY AND BUILDING FUND – QUEENSLAND AND NORTHERN TERRITORY (“Fund”) and ELECTRICAL TRADE UNION OF EMPLOYEES QUEENSLAND (“ETU-Q”)**

The DMB levy and campaign levy received by the Union on behalf of the Trust Fund and the ETU-Q respectively is excluded from the statement of comprehensive income. Those amounts are presented in the audited financial statements of the Trust Fund and the ETU-Q. The amounts excluded are:

	2009	2008
		\$
DMB levy received	193,841	199,791
DMB levy transferred to the Trust Fund	193,123	200,103
Campaign levy received	609,793	609,814
Campaign levy transferred to the ETU-Q	552,768	558,631

**NOTE 23 – UNION DETAILS**

The principal place of business is:

41 Peel Street  
South Brisbane  
Queensland 4101

**NOTE 24 - INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR**

In accordance with the requirements of the *Fair Work (Registered Organisations) Act 2009* as amended the attention of members is drawn to the following provisions:

***Workplace Relations Act 1996 - Sections 272 (1), (2) and (3):***

**Sub-Section (1)**

A member of an organisation, or a Registrar, may apply to the organisation for specified prescribed information in relation to the organisation to be made available to the person making the application.

**Sub-Section (2)**

The application must be in writing and must specify the period within which and the manner in which the information is to be made available. The period must not be less than 14 days after the application is given to the organisation.

**Sub-Section (3)**

The organisation must comply with an application made under sub section (1) above.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

The purposes for which the Union are established are:

- (a) To advance the trade interests of members and secure a proper classification of the workers in the industry.
- (b) To obtain adequate pay for its members and the institution and maintenance of the apprenticeship system.
- (c) To afford legal protection to its members in industrial matters.
- (d) To establish and maintain an employment bureau for electrical workers.
- (e) To publish a trade union journal or newspaper.
- (f) To establish a Branch or Branches of the Union and Sub-Branches of Branches and Agencies of Branches.
- (g) To organise the electrical workers into Branches or Sub-Branches of the Union throughout the Commonwealth of Australia.
- (h) To financially assist Branches and Sub-Branches.
- (i) To provide for the acquisition or leasing of property.
- (j) To secure preference of employment of Unionists.
- (k) To advance the living and working conditions of workers and their families, and to assist kindred Unions and to support other bodies having these objects; and such projects for the advancement of Labor as the Union may determine.
- (l) The abolition and prevention of contract and piecework schemes and the restriction and control of incentive and bonus systems in industry.
- (m) To establish funds to assist members in distress through sickness or accident or who are lawfully out of employment.
- (n) To make financial provision for carrying out the objects set out herein.
- (o) To make such provision for superannuation payments or retiring allowances and/or long service leave to full-time officers and/or employees of the Union as the Union may determine.
- (p) To establish a fund for sustenance of members involved in industrial disputes.
- (q) To establish an Electrical Workers' Award.
- (r) To provide legal representation for:
  - (i) A member in a compensation claim and/or action for damages arising out of injuries sustained in the course of his employment.
  - (ii) Dependents of a deceased member at an inquest or inquiry in a compensation claim and/or action for damages arising from the death of a member.

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**MEMBERSHIP - CERTIFICATE BY AUDITOR**

**FOR THE YEAR ENDED 31 DECEMBER 2009**

We advise that we have audited the financial statements of the Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing, and Allied Services Union of Australia, Electrical Division, Queensland and Northern Territory Divisional Branch ("Union") for the year ended 31 December 2009.

The financial statements disclose total membership of: 11,509 financial members, 461 honorary and life members and 1,371 unfinancial members as at 31 December 2009 which is consistent with the membership records maintained by the Union and audited by us.

**MGI Assurance (Brisbane) Pty Ltd**



**A D Fraser**  
Director

22 March 2010

Brisbane

**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL,  
PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION,  
QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**OPINION ON ADDITIONAL INFORMATION TO FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2009**

The additional financial information presented on pages 37 and 38 is consistent with the financial statements of the Union for the year ended 31 December 2009. Such additional financial information has been subject to auditing procedures in order to express an opinion on the revenue and expenses of the Union. Our auditing procedures involve testing on a test basis a sample of transactions throughout the year.

**Audit Opinion**

In our opinion, the additional information on pages 37 and 38 presents fairly in all material respects the revenues and expenses of the Union for the year ended 31 December 2009.

**MGI Assurance (Brisbane) Pty Ltd**



**A D Fraser**  
Director

Brisbane

22 March 2010



**COMMUNICATIONS, ELECTRICAL, ELECTRONIC, ENERGY, INFORMATION, POSTAL, PLUMBING AND ALLIED SERVICES UNION OF AUSTRALIA ELECTRICAL DIVISION, QUEENSLAND AND NORTHERN TERRITORY DIVISIONAL BRANCH**

**Additional Information in Explaining the Financial Results of the Union**

	2009	2008
	\$	\$
<b>REVENUE</b>		
<b>General Fund</b>		
Administration Fees - Distress, Mortality & Building Fund	-	19,628
Advertising Received	36,717	21,171
Contributions Received (Nett)	5,214,964	4,835,610
Contribution Wallets	1,180	1,571
Entrance Fees	7,073	8,845
Fines	10,102	10,910
Interest Received	286,187	420,719
Levies Received	314,298	312,024
Merchandise Sold	5,016	2,897
Other Refunds	59,656	72,896
Refund Organising Expenses	43,516	21,357
Refund Staff Salaries	2,179	7,631
Rents Received	105,546	97,361
Sundry Income	243,994	177,386
	<u>6,330,428</u>	<u>6,010,006</u>

**EXPENDITURE**

**General Fund**

Advertising	23,804	46,332
Accounting	3,000	5,000
Affiliation Fees	161,499	114,510
Audit Fees	26,500	30,820
Bank Charges	35,803	30,493
Conference Expenses	372,560	271,482
Campaign Expenses	221,789	415,783
Debt Collection Fees	109,015	103,658
Delegate Expenses		
Coal Delegates	3,284	16,259
Other Delegates	54,019	40,507
Depreciation	99,659	98,976
Donations	19,018	20,799
Electrical Trades Journal and Rule Books	25,635	20,975
Electricity	1,793	2,503
	<u>1,157,378</u>	<u>1,218,097</u>
<i>Sub-total</i>	1,157,378	1,218,097

	2009 \$	2008 \$
<b>EXPENDITURE (cont.)</b>		
<i>Balance carried forward</i>	1,157,378	1,218,097
Employee Leave Entitlements	80,792	36,398
Expenses 877 Boundary Road	12,543	5,017
Fringe Benefits Tax	15,835	14,105
Insurance	21,964	25,532
Internet Expenses	17,880	10,971
Interest on MV Loan	8,414	7,969
Labour Day Expenses	75,134	28,586
Legal Costs		
Professional Fees	360,538	180,353
Lodgement Fees	1,522	2,394
Loan Transaction Processing Cost	-	7
Loss on Sale of Assets	18,978	-
Maintenance – 41 Peel Street	39,464	24,489
Meeting Fees	8,225	1,578
Merchandise Purchases	27,796	65,844
Motor Vehicle Expenses	93,132	95,466
National Council Fees and Expenses	458,949	439,282
National Office Expenses	-	84,888
Northern Territory Office – Expenses	29,118	35,396
Office Equipment, Supplies and Maintenance Expenses	40,597	40,016
Organising Expenses	284,761	221,723
Payroll Tax	71,840	79,465
Postage	62,345	83,125
Publications Media & Presentations	31,554	18,673
Printing & Stationery	59,549	90,495
QR Contributions Levy	19,079	-
Rail Expenses	2,835	3,728
Rates – 877 Boundary Road	31,912	13,090
Refund of Contributions	8,731	11,092
Rent	25,997	28,862
Salaries – Officers	942,087	753,362
Salaries – Staff	929,410	1,000,538
Salaries – Income Protection 1.2%	22,636	19,933
Salaries – NT	94,873	127,626
Shop Stewards Reimbursements	4,527	7,824
Staff Amenities	56,035	49,757
Staff Allowances	278,543	202,310
Storage	7,970	7,811
Subscriptions	13,176	26,088
Superannuation	390,658	361,112
Supply Industry Expenses	11,276	24,594
Sundry Expenses	-	56,521
Telephone	110,176	87,621
Training	253,676	24,297
	<b><u>6,181,905</u></b>	<b><u>5,616,035</u></b>
Profit before income tax	<u>148,523</u>	<u>393,971</u>

13 January 2010



Mr Peter Simpson  
Secretary, Queensland Branch, Electrical Energy & Services Division.  
CEPU  
41 Peel Street  
BRISBANE QLD 4101



Fair Work  
Australia

Dear Mr Simpson

**Lodgment of Financial Statements and Accounts – CEPU -  
Queensland Branch (Electrical, Energy & Services Division) - for year ended 31 December 2009  
(FR2009/10223)**

The financial year of the Queensland Divisional Branch has recently ended. This is a courtesy letter to remind you of the obligation to prepare the reporting unit's financial documents and to lodge audited financial accounts and statements with Fair Work Australia within the prescribed time frame unless a 1 month extension or an application for a certificate of exemption under the *Fair Work (Registered Organisations) Act 2009* ('the RO Act') is applied for and granted.

The documents you must lodge include:

(i) A *general purpose financial report* [see section 253(2)]; (ii) A *Committee of Management statement* (see the General Manager's Reporting Guidelines); (iii) An *operating report* [see section 254(2)]; (iv) An *auditor's report* [see sections 257(5) to 257(11)]; and (v) A *certificate* of the *secretary or other designated officer* [see section 268(c)].

I draw your particular attention to

- (a) s237 which requires you to prepare and lodge *a separate statement* providing the prescribed particulars of any loan, grant or donation made during the year which exceeds \$1,000;
- (b) s265(5) which requires you to publish or otherwise *provide your members with completed/signed copies* of the audited accounts, report and statements before final presentation and lodgment; and
- (c) s266 which requires you to *present the completed documents to an eligible meeting(s)* (either of the members or of the committee, whichever applies). Note that this meeting (or series of meetings) is distinct from any initial committee meeting convened to prepare, sign or otherwise approve pre-audited documents.

Relevant references may be found at <http://www.fwa.gov.au/index.cfm?pagename=regorgsfrguidelines> and <http://www.fwa.gov.au/index.cfm?pagename=legislationfwroact>. If you are in any doubt as to the requirements or wish to clarify any aspect of the relevant legislation, or anticipate any difficulty in complying with the requirements, do not hesitate to contact Fair Work Australia.

Yours sincerely,

Stephen Kellett  
Statutory Services Branch

Fair Work Australia  
Level 8, 80 William Street  
EAST SYDNEY NSW 2011

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